

1. Requested Motion:

A motion to appoint _____ to the Town of Fort Myers Beach
Audit Committee, as governed by Ordinance 11-06.

Meeting Date: Oct 3, 2011

Why the action is necessary:

F.S. 218.391 requires the formation of an audit committee to assist in the selection of an auditor to conduct the annual financial audit as required by Section 218.39, Florida Statutes. The duties of the audit committee shall include the establishment of factors to be used for the evaluation of audit services to be provided by the audit firm.

What the action accomplishes:

2. Agenda:

☐ Consent
☒ Administrative

3. Requirement/Purpose:

☐ Resolution
☐ Ordinance
☒ Other

4. Submitter of Information:

☐ Council
☒ Town Staff
☐ Town Attorney

5. Background:


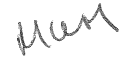

The Town introduced ordinance 11-06, Audit Committee on August 1, 2011 at which time the title was read and the public hearing was set for August 15, 2011 at 6:30 PM. At the public hearing on August 15, 2011, the Town council adopted ordinance 11-06. Advertising for individuals to serve on the audit committee is on-going. The ordinance states that there shall be five (5) members. We have currently received letters of interest and resumes from three (3) individuals: James Steele, James Rodwell and Edward Lombard. Those resumes are attached.

6. Alternative Action:

Do not make appointments at this time.

7. Management Recommendations:

8. Recommended Approval:

| Town Manager | Town Attorney | Finance Director | Public Works Director | Community Development Director | Cultural Resources Director | Town Clerk |
|---|---|------------------|-----------------------|--------------------------------|-----------------------------|---|
|  |  | | | | |  |

9. Council Action:

☐ Approved ☐ Denied ☐ Deferred ☐ Other

James H. Steele
170 Tarpon Road
Ft. Myers Beach FL. 33931
239-463-9192

November 12, 2010

Town of Ft. Myers Beach
2523 Estero Blvd.
Ft. Myers Beach, FL 33931

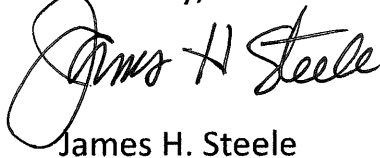
Gentlemen:

I was reading the November 3, 2010 copy of the "Fort Myers Beach Observer" and noticed the Town has approved the formation of an Audit Committee. I have vast experience in municipal finance in Indiana and think this experience could be well served as a member of the Audit Committee.

I have been a resident of the beach since 2001 and currently reside at 170 Tarpon Rd. I currently live here six months and six months in Indiana and plan on living in Indiana next summer for six months to perform my duties as CFO for City-Council of Indianapolis before retiring. I could be available to return for meetings next summer if required.

Please review the attached resume and see if you might be interested in drawing my municipal finance experience in Indiana here on the beach.

Sincerely,

A handwritten signature in black ink, appearing to read "James H. Steele". The signature is stylized with a large, looping initial "J" and a cursive "Steele".

James H. Steele

James H. Steele

170 Tarpon Road
Ft Myers Beach, FL 33931
Residence: 239-463-9192

3020 Mounds Road
Anderson, IN 46016
Residence 765-643-0991

E-Mail: ConsultJHS@AOL.com Cell: 317-294-9462

Education:

- Purdue University, West Lafayette, Indiana
Bachelor of Science Degree in Industrial Management
- Anderson High School, Anderson, Indiana

Work Experience:

- Chief Financial Officer for City-County Council, Indianapolis and Marion County Indiana
January 2008 to present
- Financial advisor to various local units of government in Indiana
January 2004 to December 2007
- Chief Financial Officer for City-County Council, Indianapolis and Marion County Indiana
May 2000 to December 2003
- Senior Advisor to the Mayor, City of Indianapolis, Indiana
August 1997 to December 1999
- Controller, City of Indianapolis
December 1990 to August 1997
- Executive Director, Indiana Bond Bank
July 1987 to December 1990
- Controller, City of Anderson, Indiana
Jan 1980 to July 1987
- Loan Officer, Trust Officer, Anderson Banking Company
June 1973 to December 1979

Honors and Awards

- Sagamores of the Wabash award from the State of Indiana
- Member of Governor's Tax Restructuring Advisory Panel
- Award for Excellence in Municipal Finance from the Indiana Association of Cities and Towns
- Past President (2 terms) of Indiana Controllers Association
- Co-Founder and Past President of Indiana Government Finance Officers Association
- Honorary Field Examiners Award from the State Board of Accounts of Indiana
- Award of Excellence from Auditor for the State of Indiana

Special Projects

- 2002 One of six civilians serving on the Governor's Tax Restructuring Committee which resulted in the State of Indiana Legislature passing the first major tax restructuring in over 20 years.
- 2004 Assisted the City of Anderson, Indiana, after their Controller resigned, in determining their financial condition, establishing efficiency and funding alternatives, preparing 2005 budget and in the interviewing and selection of a new Controller.
- 2005 Worked with a bi-partisan committee in determining efficiencies and cost reduction of the consolidation of the Indianapolis Police department and the Marion County Sheriff's Department. The consolidation was approved by the Indianapolis-Marion County City County Council in December of 2005.
- 2007 Prepared an analysis of additional revenue for local units of government in Madison County created by the expansion of Hoosier Park and the addition of slot machines
- 2008 Served as Interim Director of the Indianapolis Water Company From July 2008 until March 2009 Initiated a Water Conservation Ordinance, emergency rate increase with Indiana Utility Regulatory Commission and refinanced \$550 million of variable rate debt to fixed rate
- 2010 Assisted in negotiated sale of Indianapolis owned water and sewer systems to Citizens Gas for \$1.9 billion.

Michelle Mayher

From: consultjhs@aol.com
Sent: Friday, September 09, 2011 10:15 AM
To: Michelle Mayher
Subject: Re: Audit Committee

Hi Michelle,

I have read the Ordinance and am interested in serving on the Audit Committee, please include me on the list of applicants. I am currently in Indiana and will be returning to FMB in mid October.

Thanks, Jim

-----Original Message-----

From: Michelle Mayher <Michelle@fortmyersbeachfl.gov>
To: ConsultJHS <ConsultJHS@aol.com>
Cc: Peter Boers <peter@fortmyersbeachfl.gov>
Sent: Thu, Sep 8, 2011 2:12 pm
Subject: Audit Committee

Dear Mr. Steele,

The Town recently adopted Ordinance 11-06, Audit Committee, which I have attached to this e-mail for your reference. Some time ago, you submitted a letter and resume expressing an interest in being appointed to the Audit Committee. I am writing to you today to ask whether you are still interested, and whether you would like me to include your name and resume among those persons to be considered for appointment. There currently is not a date set for when the council will make these appointments.

Sincerely,

Michelle

Michelle D. Mayher, CMC
Town Clerk
Town of Fort Myers Beach

Please let us know how we are doing!

[Customer Service Survey](#) for Town Clerk Department

Florida has a very broad public records law. Most written communications to or from Fort Myers Beach officials regarding Town business are public records available to the public and media upon request. Your email communications and email address may be subject to public disclosure.

James A. Rodwell
190 Tropical Shores Way
Fort Myers Beach, FL 33931
(239) 565-7437

TOWN OF
FORT MYERS BEACH

SEP - 2 2011

RECEIVED BY

Town of Fort Myers Beach
2523 Estero Blvd.
Fort Myers Beach, FL 33931
Attn: Michelle Mayher – Town Clerk

September 2, 2011

Re: Appointment to the Audit Committee

Dear Ms. Mayher

I am asking that based upon my education and professional service the Council consider me for an appointment to the Audit Committee

Education

BS University of Michigan - 1962
Post Graduate - Wayne State University (Accounting) - 1973
MBA in Accounting - Florida Atlantic University - 1978

Professional

Licensed CPA State of Florida. License currently inactive due to retired status.
Member Florida Institute of CPAs and American Institute of CPAs

Experience

Controller and CFO of US subsidiary of a French vaccine company. Prepared for and underwent several audit engagements. Responsible for hiring and terminating audit firms.

CFO of a Miami based marine ship management company.
Ten years in private practice in Miami. Specialized in shipping, real estate development, foreign taxation. Also worked with several not for profit organizations where my working knowledge of fund accounting proved helpful.

Present

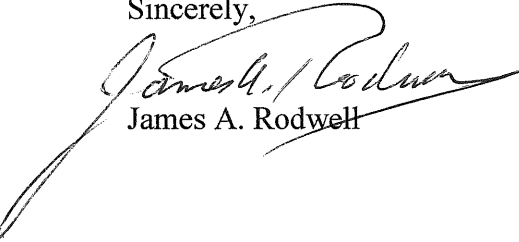
For the past seven years I have been and adjunct online instructor in accounting and finance for Davenport University in Grand Rapids, Michigan. I have instructed elementary accounting, cost accounting, and cost accounting. Currently I am instructing intermediate accounting and principles of fraud accounting.

Other

I have served on the Town's Anchorage Advisory committee for five years and the Community Resources Advisory Board for two years.

I serve as a director and fiscal officer of the Friends of Matanzas Pass Preserve.

Sincerely,

A handwritten signature in black ink, appearing to read "James A. Rodwell". The signature is fluid and cursive, with a long, sweeping underline that extends to the left.

James A. Rodwell

4137 Bay Beach Lane; #541
Fort Myers Beach, FL 33931
September 9, 2011
(239) 463-2703

Ms Michelle Mayher
Town Clerk
Town Hall
2523 Estero Blvd.
Fort Myers Beach, FL 33931

Dear Ms Mayher:

This is in response to the invitation to Fort Myers Beach residents who may wish to serve on the Town Audit Committee.

I have had extensive experience with Federal budgeting and accounting operations, particularly at the Congressional level. My role as a professional staff member was as the lead committee staff person for many years in the development and passage of annual appropriations bills that finance the operations of the Federal government.

Specifically, I am retired and a full time resident (and home owner) of Fort Myers Beach. I spent 30 years on the professional staff of the Appropriations Committee, House of Representatives, U.S. Congress, plus another (earlier) year on the staff of the House Banking Committee. For most of those years, I served as staff director, assigned by the Chairman as directed; for several early years, I was on the full Committee professional staff. Then I was assigned as staff director to an Appropriations subcommittee with funding oversight of the entire legislative branch of the U.S. government.

As a professional staff member, my job was non-partisan and I served under both Democrat and Republican chairmen. My duties included all staff functions necessary for the consideration and passage of major annual appropriations bills in the House of Representatives, also dealing with the Senate on House/Senate conferences relating to those bills, and preparing the formal papers for presentation to the President for signature. These duties included reviewing agency budget requests; arranging, conducting, and publishing hearings; preparing Members and witnesses for same; preparing Committee markups; drafting appropriation bills and reports; Committee staff work during floor action; preparing speeches and arguments for and against amendments; revising and extending remarks in the Congressional Record; and organizing House-Senate conferences.

In addition to my duties with annual and supplemental appropriations bills, I helped draft several additional legislative bills, including the Budget and Impoundment Control Act of 1974, the Ethics Reform bill of 1986, the Budget Act amendments of 1990, and a variety of other legislative items. I did virtually all staff technical work on Congressional pay issues. Also, I supervised the development of the Congressional Scorekeeping system, the first integrated computer-based budget tracking system used by both Congressional and Executive Branch budget agencies, and organized the annual Congressional Budget Act process for the House Appropriations Committee.

In addition to my Congressional experience, I worked for several major corporations and Federal agencies in the planning/economic analysis and computer modeling areas and was a managing partner in a small real estate investment firm.

In my younger years, I taught business statistics at the Business School, University of Baltimore for several semesters. More recently, I have been a guest lecturer in Political Science at the U.S. Air Force Academy and at the Air Force Finance School, Maxwell Air Force Base. I have spoken at several commercially organized professional seminars. I served as Chairman of Mason District Council, a group of 20-30 home owner associations in northern Virginia. I also served as Commissioner, Fairfax County (VA) Economic Development Authority in the early 80's.

My academic background includes a B.A., Mathematics and Economics, Youngstown State University, 1959; an M.I.A., the Management School, Yale University, 1961; an M.S., Industrial Engineering/Economic Planning, Stanford University, 1968. I was the recipient of a Federal mid-career scholarship in Systematic Analysis and also was awarded a Bronze Medal for accomplishment by the U.S. Department of Commerce. I have been recognized several times in the annual "Top 50" list of Congressional staff by Roll Call newspaper.

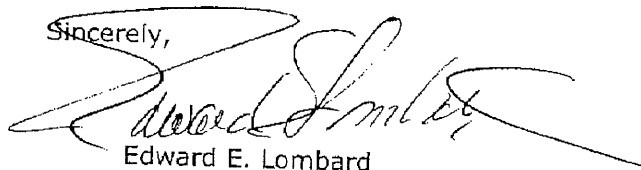
I served in the U.S. Army as an operations/intelligence specialist.

In retirement, I have served as a director and treasurer of my local condominium association, and as a finance committee member of our master association. I also serve as a committee member of another local condominium association.

I am married (47 years to Shirley); two children (Edward-U.S. Air Force; Jennifer-microbiologist). My date of birth is 1/26/34.

If you are interested in my application, I would be pleased to hear from you.

Sincerely,

A handwritten signature in black ink, appearing to read "Edward E. Lombard", with a large, sweeping flourish extending to the right.

Edward E. Lombard

Telephone: (239) 463-2703

Edward E. Lombard

9/9/11

Fort Myers Beach, FL
dob: 1/26/34
married (47 yrs); 2 children

Academic/Professional background:

BA, Mathematics/Economics, Youngstown State Univ., 1959
MIA (management school), Yale Univ., 1961
MS IE/Economic Planning, Stanford Univ., 1968.

U.S. Congress, Committee on Appropriations, House of Representatives, 1972-2003,
professional staff (non-political); full committee; subcommittee (staff director)
Executive Branch/ Federal Gov. 1965-1971, various managerial positions
Babcock & Wilcox Corp, operations research, 1964
Brunswick Corp., 1961-1964, corporate planning

U.S. Army, 1956-57, Operations and Intelligence
General partner, real estate investment firm, 1964-1970

Other:

Guest lecturer: U.S. Air Force Academy, Col. Springs, CO;
U.S. Air Force School of Financial Management, Maxwell AFB, Ala.;
Guest speaker: various professional seminars
Part time faculty, statistics, etc., Univ. of Baltimore School of Business
Fairfax County VA, Commissioner of Economic Development (part time appt), circa
1978-1982

Personal Interests, etc.

Golf; surf fishing; foreign travel; reading (particularly Supreme Court); music, esp.
progressive jazz; legal research; various professional organizations during career;
homeowner associations; coached youth baseball/basketball

Awards, recognitions:

Named to "Fabulous 50" (top 50 Congressional staff) by Roll Call newspaper, apprx 8-10
consecutive years
National Institute of Public Affairs award recipient in systematic analysis
Bronze medal, U.S. Department of Commerce, 1972
